

Yearly planner 2026

	January	February	March	April	May	June	July	August	September	October	November	December
Deacon's and Elder's For Church Member's meeting and AGM lunch to be made by attendee's	6th 9.30am- Elders	3rd 9.30am- Elders	3rd 9.30am- Elders 31st Review Details of office doc	Trustees meeting 14 th 1pm-2pm At Mark and Mary's with Food	5 th 9.30am Elders Church Member's meeting 17 th Presentation of annual report CC		7 th 9.30am-12.30pm Leaders Morning	Year end Accounts to be done IF and TQ to send to PH	8 th 9.30am-Elders	6th 9.30am- Elders Trustee's meeting 13 th October 1pm-2pm Leaders reports in by 18th	3 rd 9.30am- Elders Church AGM 22 nd November @ 12.15pm Annual accounts and Charities commission report (as per 17.1 Church Constitution) to be presented and agreed at AGM	
Risk assessment & Deacon's meetings	Review all risk assessments 25th		Fire Drill (Main Hall) 15 th			Deacon's social gathering	Review all risk assessments 5th				Fire Drill (Main hall and side rooms) 29 th	
JUICE meetings					10 th						1st	
Meetings for planning On Zoom 4pm						Church Annual Questionnaire 28 th						
Purchases		ICO £40	CCLI licence £132.00	Insurance £308 Zoom 23 rd					Streaming license £34		PAT testing £40	
Gospel Eldership at 9.30am	20 th	17th	17 th	21 st		16th	21 st		22 nd	20 th	17 th	
Family services		15th	29 th (Palm Sunday)	3rd Good Friday 5 th Resurrection Sunday		7 th	19 th		6 th	25 th		
Events and planning 4pm Sunday On Zoom		Planning Easter Sunday 8 th			Week of prayer 11 th – 15 th 6.30pm start	Holiday Connect Planning Sunday 7 th				Christmas planning meeting Sunday 4 th		Christmas Carol service 20th
Nepal meetings And lunch at Mark and Mary's	11 th		8 th		21 st May-31 st May 10 days NEPAL				13 th		8 th	

List of policies to be reviewed at our Trustees Meetings

APRIL'S TRUSTEES MEETING		OCTOBER'S TRUSTEES MEETING
<ul style="list-style-type: none"> • Church Constitution • Church rules • Safeguarding • Handling and storage of DBS information • Data protection • Privacy Statement • Equal opportunities • Conflict of interest 		<ul style="list-style-type: none"> • Financial procedures • Reserves policy • Health and Safety + Sunday Morning strategy • Fire drill • Grants • Communication via email • Welsh Language • Environment Policy • Basis of faith

List of guided reading for all trustees

The Essential Trustee The essential trustee: what you need to know, what you need to do (CC3) - GOV.UK (www.gov.uk)
Safeguarding and protecting people for charities and trustees Safeguarding and protecting people for charities and trustees - GOV.UK (www.gov.uk)
15 questions trustees should ask themselves Charity governance, finance and resilience: 15 questions trustees should ask - GOV.UK (www.gov.uk)
Charity governance code Home — Charity Governance Code
Charity trustees and decision making It's your decision: charity trustees and decision making - GOV.UK (www.gov.uk)
How to report a serious incident How to report a serious incident in your charity - GOV.UK (www.gov.uk)
Managing charity finances Managing charity finances - GOV.UK (www.gov.uk)
Conflicts of interest Conflicts of interest: a guide for charity trustees - GOV.UK (www.gov.uk)

REVIEW MEETINGS 2026

<u>MEETINGS</u>	<u>WHEN</u>	<u>WHO CAN ATTEND</u>	<u>WHY</u>
DEACON'S	3-6 monthly	Leaders + Church	To plan, implement and review the yearly planner which involves the day to day life of the Church.
CHURCH	May	Members + Non-Members	To actively encourage the involvement of all Church Members
CHURCH AGM	November	Members + Non-Members	To actively encourage the involvement of all Church Members
ELDERS	Monthly	Elders	To pray, plan and fulfil the Church's vision
JUICE	6 Monthly	Members	To plan, implement and review all Children's work
NEPAL	(Jan, March and Sept and Nov)	All	To pray and plan for Global Mission
SAFEGUARDING	6 Monthly	Lead + Deputy	To plan and review all safeguarding issues
TRUSTEES	6 Monthly	Trustees	To plan, implement and review our responsibilities as Trustees
PLANNING MEETINGS	3x A YEAR	All	To plan and co-ordinate key services in the Church calendar

In addition, Deacons are encouraged yearly to meet with the Elder's to discuss their "Individual PAR's" and to pray.